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# STAFF DIRECTORY

1960-61

UNIVERSITY OF ILLINOIS

THE LIBRARY OF THE  
Chicago Undergraduate Division

MAY 25 1961

UNIVERSITY OF ILLINOIS



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	<u>Ext.</u>
David D. Henry, President 355 Administration Building - W.....	2262
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Charles E. Flynn, Director of Public Information 161 Administration Building - W.....	451
Paul M. Green, Dean of Commerce and Business Administration 214 David Kinley Hall .....	3183
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Fred H. Turner, Dean of Students 152 Administration Building - W.....	666

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Herbert E. Longenecker, Vice President 132 DMP Building.....	341
Granville A. Bennett, Dean of the College of Medicine 107 DMP Building.....	351
Emily C. Cardew, Dean of the School of Nursing 167 DMP Building.....	8311
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Agnes G. Tandberg ..... Dean of Women

Harold E. Temmer ..... Associate Dean, Admissions and Records

Lee J. Votava ..... Nonacademic Personnel Officer

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Robert L. Zander..... Superintendent of Buildings and Grounds

## **GENERAL INFORMATION**

### USE OF TELEPHONES

General Information -- When away from your telephone, arrange to have someone answer it. Be certain about the extension number you wish to call. Please do not call "information" until you have checked the number in the directory. Be brief on all calls.

Local Calls -- To make a local call from one extension to another within the building ask the operator for the extension desired.

Chicago Calls -- Ask the operator for an outside line, listen for the dial tone, then dial the first two letters of the exchange and the accompanying numbers. When requesting outside parties to call you, always give them your local extension number in addition to WHitehall 4-3800 in order that their calls may be completed without delay.

Urbana Campus Calls -- All calls to Urbana must be placed through the Navy Pier switchboard. The University number in Urbana is 7-6611; be certain that the extension number you are calling is the correct one.

Chicago Professional College Campus Calls -- Ask the operator for the Chicago Professional Colleges, listen for the local dial tone, then dial the extension number desired. To contact the operator at the Chicago Professional Colleges, dial "O" after listening for the dial tone. These are the lines to the intercommunicating telephone system at the Chicago Professional Colleges.

Toll Calls -- Charges are made for all calls to telephones listed in the Suburban Directory and for all long distance calls. No Toll Calls, Telegrams, or Long Distance Calls are to be placed except through the University switchboard. For such calls, give the University operator your name and extension number and tell her whether the call is "business" or "personal," so as to facilitate the billing charges.

### IN CASE OF FIRE

Call the telephone operator and tell her the location of the fire and the room or frame number. In case of fire between 6 p. m. and 8 a. m., call WHitehall 4-3800.

### TO CALL THE POLICE

Ask the operator for Extension 210 and give the necessary information, including your name, the nature of the trouble and the room number where help is wanted. Between 6 p. m. and 8 a. m., call WHitehall 4-3800.

### LOST AND FOUND

The care and safekeeping of articles lost and found in classrooms or on the Pier is centralized at Police Headquarters, west of the North Head House, Extension 210. Persons who have lost articles may make inquiries at Police Headquarters from 8 a. m. to 4 p. m. Monday through Friday.

THE UNIVERSITY OF ILLINOIS IS NOT RESPONSIBLE FOR ANY ARTICLE, LOST OR FOUND, AND WILL NOT BE RESPONSIBLE FOR ANY SUCH ARTICLE WHILE IN THE POSSESSION OF THE LOST AND FOUND DEPARTMENT.

#### REPAIR SERVICE

Call the Routing Office, Extension 270 and 272 between 7:50 a.m. and 4:20 p.m.; from 4:20 p.m. to 6 p.m., call the Watchmen's Station, Extension 210; and from 6 p.m. to 8 a.m., call WHitehall 4-3800.

#### SMOKING REGULATIONS

1. Smoking is permitted in the following areas on the Pier:
  - a. Corridors except where posted with NO SMOKING signs.
  - b. The following areas at the east end of the Pier:

Kitchen, Lounge, Cafeteria, Faculty Dining Room, and Student Counseling Bureau.
  - c. All staff offices.
  - d. Student locker areas.
  - e. Lobby at west end of the Pier.
  - f. Rest rooms.
2. All other areas are out of bounds for smoking and are posted with "No Smoking" signs.
3. Anyone failing to abide by the above regulations will be reported to the University authorities.
4. The University police have been instructed to report any and all violators to the Dean of the Chicago Undergraduate Division.
5. BEFORE LIGHTING UP -- LOOK FOR NO SMOKING SIGNS.

#### ABBREVIATIONS

UIC -- University of Illinois, Chicago Undergraduate Division.  
DMP -- Dentistry, Medicine, and Pharmacy Building, 1853 West Polk Street.  
EDMP -- East Dentistry, Medicine, and Pharmacy Building, 1853 West Polk Street.

Persons whose names are marked with an asterisk (\*) are married.

Please notify Publications Office, Rm. 40, of all corrections and additions.

## **TELEPHONE NIGHT LINES**

<u>WHitehall</u>	<u>Extension</u>
4-3800 Police .....	202
4-3801 Police .....	203
4-3802 Public Information .....	204
4-3803 Admissions and Records .....	214
4-3804 Men's Gymnasium .....	163
4-3805 Police, Frame 94 .....	266
4-3807 Dean C. C. Caveny .....	1
4-3808 Library .....	59
4-3809 Student Counseling Service .....	107
4-3810 Publications .....	27
4-3811 Cafeteria (W) .....	23
4-3813 Engineering .....	75
4-3814 Bookstore .....	248
4-3815 Physics .....	252
4-3816 Mathematics .....	69
4-3817 Boiler Room .....	179
4-3818 Humanities .....	223
4-3823 Admissions and Records .....	158
4-3827 Cashier .....	213
4-3934 Engineering Shop Lab .....	70

# TELEPHONE DIRECTORY

		<u>Room</u>	<u>Ext.</u>
<b>EXECUTIVE DEAN</b> of the Chicago Undergraduate Division	Charles C. Caveny	360	1
Secretary	Mrs. Kathryn G. Canedy	356	1
<b>Associate Dean</b>	Arthur D. Pickett	350	5
Secretary	Margaret Shanahan	356	5
<b>Assistant Dean</b>	Harold N. Cooley	359	3
Office	Betty J. Haidinger	356	3
<b>Accountancy Staff Office</b>		32	224
<b>Admissions and Records:</b>			
Associate Dean	Harold E. Temmer	15	158
Secretary	Miss Dorothy F. Dobrynski	15	158
Assistant Dean	Miss Kirker Smith	15	215
Admissions	Mrs. Ruth S. Germain	15	215
Records	Mrs. Jeannet Gage	15	215
Scholarships	Mrs. Lenore Shapiro	15	212
Veterans Benefits	Mrs. Lenore Shapiro	15	212
<b>Architecture and Art:</b>			
Head of the Department	Harold B. McEldowney	188	78, 79
Office	Mrs. Helen M. Harron	188	78, 79
Architecture Staff Office		186	78, 79
Art Staff Office		90	246
<b>Armed Forces R. O. T. C. Army:</b>			
Officer in Charge	Major Daniel L. Crumpacker	189	268
Office	Mrs. Flora Costea	189	268
<b>Athletic Department:</b>			
Director	John O. Jones	Gym	101-B
Clerk		Gym	101
Assistant to the Director	Charles J. Kristufek	Gym	103
<b>Coaches:</b>			
Baseball	Lester H. Miller, Jr.	Gym	101
Assistant Coaches	Michael G. Maksud	Gym	103
	Harold H. Nemoto	Gym	103
Basketball	Richard R. Rader	Gym	103
Football	Walter G. Versen	Gym	103
Assistant Coaches	Harold H. Nemoto	Gym	103
	George J. Strnad	Gym	103
Golf	Richard R. Rader	Gym	103
Gymnastics	Benedict W. Montcalm	Gym	103
Soccer	Melvin V. Springer	Gym	103
Swimming	Charles J. Kristufek	Gym	103
Tennis	Charles J. Kristufek	Gym	103
Track and Cross Country	Sheldon L. Fordham	Gym	101
Assistant Coach	Melvin V. Springer	Gym	103
Wrestling	George J. Strnad	Gym	103
Intramural	Peter R. Berrafato	Gym	103
Assistant	Leo L. Gedvilas	Gym	103
Band	Willis Charkovsky	354-A	141
<b>Biological Sciences, Division of:</b>			
Acting Chairman of the Division	William Sangster	39	227
Office	Mrs. Sheila Shankin	39	227

		<u>Room</u>	<u>Ext.</u>
Bookstore.....		87	248
Manager.....	Harry E. Summers	87	249
Business Office:			
Assistant to the Business Manager.....	Robert E. Porter	352	14
Secretary .....	Mrs. Phyllis Skutnik	353	14
Accounting Division.....	Leslie Taylor	353	16
Cashier .....	Mrs. Inez V. Dunn	12-A	213
General Stores.....	Nathan Barach	160	235
Purchasing .....	Thomas Halstengard	353	15
Chemistry Staff Office.....		49	231
Choir.....	Edwin Fissinger	354-C	200
Civil Engineering Staff Office .....		72	70
Commerce and Business Administration, College:			
Associate Dean.....	Robert P. Hackett	27	218
Assistant Dean.....	William J. Dunne	27	218
Office .....	Mrs. Lois L. Thompson	27	218
Commerce Staff Office .....	Karen Veltri	32	224, 225
Counseling Service, Student.....		300	115
Dean of Students, Office of:			
Associate Dean of Students.....	Warren O. Brown	313-C	101, 104
Secretary .....	Mrs. Virginia Yuskin	313	101, 104
Assistant to Dean of Students .....	Merton S. Zahrt	313-A	103, 104
Office, Student Employment .....	Mrs. Eleanor C. Thomas	313	100, 104
Office, Student Insurance .....		313	103, 104
Dean of Women.....	Agnes G. Tandberg	313-B	102
Secretary .....	Beverly McCleary	313	102
Veterans' Counselor .....	Warren O. Brown	313	101, 104
Foreign Student Advisor.....	Warren O. Brown	313	101, 104
Economics Staff Office .....		32	225
Electrical Engineering Staff Office.....		121	257
Employment:			
Nonacademic.....	Personnel Bldg.		10
Student .....		313	100
Engineering, College of:			
Associate Dean .....	Frederick W. Trezise	184-E	75
Office.....	Mrs. Rose N. Turicchi	184-D	75
Assistant Dean .....	Rupert M. Price	184-C	77
English Staff Office .....		31	237
Examiner's Office .....		15	158
FIRE Guard Office .....		158	210
Food Service .....		183-E	278
Foreign Language Staff Office .....		40	228, 233
Foreign Student Adviser .....	Warren O. Brown	313	101, 104
Forensics, Director of .....			
Wayne N. Thompson .....		31	223
French Staff Office.....		40	228
General Engineering Department:			
Head of the Department .....	Clarence I. Carlson	147	255
Office.....		147	255
Staff Office .....		147	256
Geography Staff Office.....		38	221
Geology Staff Office.....		49	231
German Staff Office .....		40	228

		Room	Ext.
Health Service:			
Director.....	Dr. H. G. Reid	320	106
Office .....	Mrs. Eleanore O. Beymer	321	106
History Staff Office .....		36	221
Humanities, Division of:			
Head of the Division .....	Eugene B. Vest	31	236
Office.....	Mrs. Sheila Hampton	31	237
Staff Office .....		31	237
INFORMATION:			
Information Desk.....		1	202
Public Information.....		3	204
Reference Information, Library.....		239-G	64
Insurance:			
Staff .....	Warren O. Brown	313-C	101
Students .....	Merton S. Zahrt	313-A	103, 104
Liberal Arts and Sciences, College of:			
Associate Dean.....	Harold W. Bailey	25	219
Office.....	Mrs. Ruth-Betty Karpel	25	219
Assistant Dean.....	Willis C. Jackman	25	238
Assistant Dean.....	Ellis B. Little	25	238
Library:			
Acquisitions and Serials Department			
.....	Louis A. Schultheiss	239-E	66
Catalog Department .....	Carl J. Frommherz	239-D	67
Circulation Department.....	Marie A. Rapp	239-F	59, 65
Fine Arts Reading Room .....	Lloyd C. Engelbrecht	246	62
Librarian .....	Edward Heiliger	238	60, 63
Office.....	Miss Frances Stiritz	238	60, 63
Reference Department .....	Giles B. Robertson	239-G	61, 64
Lost and Found Department .....	West of North Head House		210
Mathematics, Division of:			
Acting Head of the Division .....	Herbert J. Curtis	81	68
Office.....	Mrs. Adelaide D. Riedl	81	69
Staff Office .....		81	69
Mechanical Engineering Staff Office .....		72	70
Military Science (See Armed Forces R.O.T.C.)			
Music (See Band, Orchestra, and Choir)			
Director of Music .....	Edward Fissinger	354-C	200
Nonacademic Personnel Office:			
Personnel Officer .....	Lee J. Votava, Personnel Building		12
Office.....	Mrs. Hilda M. Chiloro, Personnel Building		10
Visiting Nurse .....	Miss Rose M. Streck, Personnel Building		10
Orchestra.....	Willis Charkovsky	354-A	141
Philosophy Staff Office .....		36	221
Physical Education for Men:			
Associate Dean.....	John O. Jones	Gym	101-B
Clerk .....		Gym	101
Men's Staff Office .....		Gym	103
Physical Education for Women:			
Head of the Department .....	Miss Helen M. Barton	187-F	72
Office.....	Mrs. Helen M. Weiss	187-G	73
Women's Staff Office.....		187-D	73

		<u>Room</u>	<u>Ext.</u>
Physical Plant:			
Superintendent of Buildings and Grounds .....	Robert L. Zander	158	277
Office .....	Mrs. Dora Wrobel	158	275
Physical Sciences, Division of:			
Head of the Division .....	Carl R. Meloy	49	231
Office.....	Mrs. Monnie Ellens	49	232
Staff Office .....		49	232
Physics, Department of:			
Head of the Department .....	Ora L. Railsback	126	252
Office.....	Mrs. Jean Asato	126	252
Staff Office No. 1.....		126	252
Staff Office No. 2.....		115	254
Pier Illini Newspaper .....		Activity House	207
Sponsor .....	Paul F. Cahill	3-B	205
POLICE Headquarters.....	West of North Head	House	210
Political Science Staff Office .....		36	221
Post Office.....	Walter Hansen	7	209
Psychology Staff Office .....		36	221
Publications.....	A. J. Hartoch	40	27
Public Information:			
Assistant Manager.....	Paul F. Cahill	3-B	205
Office .....	Mrs. Nancy Pinna	3-A	204
Radio and Television:			
Supervisor.....	Alfred E. Partridge	3-C	205
Writer-Producer .....	Miss Barbara J. Jipson	3-C	205
Receiving Office .....	Joaquin Pelayo	161-A	273
Recorder's Office.....		15	158
Rhetoric Staff Office .....		31	237
Routing Office .....		157-A	270
Shop Laboratories:			
Head of Engineering Shop Laboratories....	Roy B. Perkins	72	70
Staff Office .....		72	70
Social Sciences, Division of:			
Head of the Division .....	Donald W. Riddle	36	221
Office .....	Miss Natalie E. Murray	36	221
Spanish Staff Office .....		40	233
Speech Improvement Laboratory.....	Matthew L. Rigler	300-H	126
Speech, Department of .....		31	237
Stenographic Service .....	Mrs. Bernice T. Blackwood	150-B	11
Student Counseling Service:			
Director.....	Paul C. Greene	300-P1	107
Assistant Director, Counseling Services....	Harold Klehr	300-Q	119
Administrative Assistant.....	Jean H. Baer	300-L	108
Supervisor, Test Research and Services...	Lucy Zaccaria	300-J	117
Departmental Office .....	Mrs. Marguerite Johnston	300-P2	114
.....	Mrs. Audrey Anderson	300-P2	114
Reception Services Office .....	Mrs. Jo-Anne C. Perry	300-B	115
.....	Mrs. Allie H. Mayberry	300-A	115
Reading Improvement Laboratory .....	Daniel L. Heftel	330-B	112
Study Skills Laboratory .....	Jean H. Baer	300-L	108

		<u>Room</u>	<u>Ext.</u>
Test Service Laboratory .....	Miss Marie L. Johnson	300-C	116
.....	Mr. Stephen Gornik	300-C	116
Counseling Services:			
.....	Miss Jean H. Baer	300-L	108
.....	Louis A. Berman	300-R	118
.....	Irenaes A. Burch	300-F	109
.....	James W. Creaser	300-X	110
.....	Kenneth W. Eells	300-E	111
.....	Paul C. Greene	300-P1	107
.....	Daniel L. Heftel	330-B	112
.....	Miss Marie L. Johnson	300-C	116
.....	Miss Laurette A. Kirstein	300-P2	114
.....	Harold Klehr	300-Q	119
.....	Miss Lucy Zaccaria	300-J	117
Students:			
Student Activities Office.....		313	101, 104
Calendar, Social, Special Events Information.....		313	102
Student Employment Office .....		313	100
Student Hospital and Medical Service .....		313	103
Student Loan Office .....	(Men)	313-C	101
.....	(Women)	313-B	102
Teacher Education .....	Victor E. Ricks	36	26
Theater, Director of:			
Mrs. Frances Goulson .....		31	237
Theoretical and Applied Mechanics Staff Office.....		121	257
Veterans' Counselor, Office of .....	Warren O. Brown	313-C	101, 104

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### ISOTOPE COMMITTEE

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# **FIRE**

**IN CASE OF . . .**

UNIVERSITY OF ILLINOIS-URBANA



3 0112 111990765

## **DISCOVERY OF FIRE**

It is the responsibility of any person discovering a fire, no matter how small, to REPORT IT PROMPTLY to the telephone operator and take action to relieve the danger to loss of life.

Call the telephone operator and tell her the location of the fire by room number and/or frame number. In case of fire between the hours of 6:00 p.m. and 8 a.m., CALL WHitehall 4-3800.

Example:

Fire at Room 48, Frame 30.

## **AFTER REPORTING THE FIRE**

If there is no life hazard involved, attempt to extinguish the fire by using the auxiliary fire-fighting equipment at hand.

HELP IS UNDER WAY, KEEP CALM, AVOID PANIC.

KNOW THE LOCATION OF ALL EXTINGUISHERS IN YOUR DEPARTMENT.

FAMILIARIZE YOURSELF WITH ALL EXITS.

KEEP EXITS UNOBSTRUCTED AT ALL TIMES.